



Pool, Spa and Hot Tub Plan Review Check Sheet (Comm. & Residential)

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The following items must be included with all residential permit applications at the time of submittal.

The application will not be accepted if all items have not been included:

- ☐ Completed Permit application (with **all** required information including but not limited to owner, contractor, utility services, location address and subdivision).
- ☐ Address and Tax Map number.
- ☐ Name, address, and occupation of the plans preparer on the top sheet of both copies of each plan submittal.
- ☐ If the construction is being performed by the owner, a signed affidavit is required.

Construction Documents:

- Residential pools and barriers must conform to 2006 IRC Appendix G
- Commercial pools and barriers must conform to 2006 IBC Section 3109 and applicable provisions of the 2006 IPC.

- ☐ Three copies of site plan showing improvements and dimensions from lot lines (only two copies are required for in-ground pools).
- ☐ Health Department approval letter if:
_____ property is served by a well or a septic system,
_____ project is commercial in nature (not required for residential pools)
- ☐ Provide pool construction details showing:
_____ dimensions (length, width, depth(s), slopes)
_____ locations of ladder(s), dive boards, underwater steps
_____ supporting footings or foundations
_____ International Code Council Evaluation Services Legacy Report (if available)
<http://www.icc-es.org/>
- ☐ Provide pool manufacturer's installation instructions
- ☐ Provide barrier details showing:
_____ height of barrier
_____ spacing on pickets, horizontal bars, etc.
_____ self-latching gate(s)
_____ door alarms if house is part of the barrier (provide manufacturer specs. If installing a Hot Tub then provide manufacturer spec for an ASTM ES 13-89 cover)
- ☐ Provide construction documents for any supporting structures or features such as:
_____ pool or bath house (provide complete details and code related documentation)
_____ location of pumps and filters (if residential)
_____ notes or drawings to explain how pumps and filters will be powered (Show locations of GFCI receptacles)
- ☐ _____

If you require clarification on any of these items, please contact the JCC Plans Examiner. This check sheet is not comprehensive. Please DO NOT submit this form with your application for permit.